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# Disaster and Security Preparedness of Libraries in India

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## Disaster and Security Preparedness of Libraries in India

### Introduction:

Academic libraries are the “heart” of the learning community, providing a place for Users and advance their knowledge. Simmonds, (2001). Libraries must be safe from security threats and physical weakness. To secure and protect the collections will facilitate to libraries give an efficient service in response to the information required of the university community. As highlighted by Hill and Rockley, (1981) a university library particularly, strives to produce information resources in each print and non-print to support the academic services of the university community and therefore the humanity at large. From documented evidences, everyday there square measure reports of loss, theft, fraud, larceny and shenanigan. These offences might have an effect on any organization, as there's no discrimination between tiny, medium and neither large organizations nor will the aim that they exist earn them immunity.

Maidabino, A. A. (2011) collection security implies the requirement for libraries to supply, maintain and secure its collection to confirm durability, accessibility and effective provision of services to library users. To reach this noble objective, libraries would like an efficient strategy to assess the step of collection security, breaches they are facing and establish a suitable level of collection security implementation. As defined by Ajegbomogun, (2004) collection security refers to a method designed to protect library collections

against un-authorized elimination or loss. This involves protective resources against disasters additionally as thieves or interlopers. Collection security management in academic libraries can be conceptualized to mean the overall manner in which collection security policies, programs, procedures, or measures are deployed to allay risk and ensure access.

### **Literature review:**

For this study researcher collected data on library security, theft/mutilation, vandalism, library policy and electronic security system. For that literature database are used to collect the data like JSTOR, EBSCO, LISA and LISTA. Researcher also used research paper and online article. Lorenzen (1996) identified quite 2 however not plenty of such events (i) theft of physical materials (ii) theft or modification of information and (iii) theft of cash as major security crime in libraries. Another he highlighted theft of library collections by employees as a true drawback that libraries ought to address and not ignore attributable to the danger of dangerous content. The study by Ajala and Oyeboade (2008) on thieving and mutilation of library materials in Nigerian tutorial libraries reported the rampant increase of accidental injury in the libraries. They identified reference books, periodicals, rare books and books in high demand because the most at risk of mutilation and thieving. Lorenzen (1996) He also reported how different forms of collection mutilation such as highlighting text in library books, tearing and or removing pages of books and explain in books margins can temper with the subject-content of library collection, thereby making it not viable to users.

Rude and Hauptman (1993) report that theft of library collection has perpetually bestowed a haul for library administrators notably in university libraries: “A person is guilty of theft if he venally appropriates property happiness to a different with the intention of permanently depriving the opposite of it and outlaw and steal shall be construed consequently. Ugah (2007) considers larceny of library collection as a criminal activity and formidable obstacle to info access and use. He describes theft and different collection incidence like damage of information resources, assault on workers as serious security problems that require insistent attention. Theft is a common development to any or all styles of libraries. Griffiths&Krol (2009) highlighted that Insider criminals in a corporation comprised those whose positions hid their actions. In library context, they enclosed regular workers, temporary and contract based staff, trusty vendors, interns, volunteers, board and committee members, former workers, frequent patrons, and donors.

Ajala and Oyeboade (2008) they declared poor library security culture, mental object of consequences of thieving and accidental injury because the major principle for accidental damage in university libraries.Griffiths&Krol (2009) studied on the security arrangement of the library and so might cause a dangerous security threat to the collections than infrequent users. Moreover, they lament over the lack of knowledge and studies on business executive robbery.Nkiko and Yusuf (2008) observe that info is a necessary a part of a nation's resources and

access there to a basic right. Info isn't solely a national resource however additionally a medium for social communication. With declining budgets and better subscription value, it's turning into troublesome to satisfy the stress of library users. Libraries ought to thus make sure the security and safety of their collections. Thanuskodi (2009).

Holt (2007) advised many strategies to modify employee's theft as well as the installation of high security lock systems, adjustment of collection transportation and movement procedures, marking collections to point possession, smart record keeping and endeavor periodic inventories.

Martel (2010) more advises library managers to mix coming up with ways, policies and procedures with speed of action so as to combat collection security incidences like thievery, and non-come back of library materials. In different words, Martell called for Associate in Nursing enshrined collection security wherever employees and directors have. As highlighted by Rude (1993) Guardians of intellectual freedom, librarians ought to be aware of things taken and defend the gathering. He emphasizes the requirement for library and security policy to obviously state and express the mission of the protection policy and inclusion of the value of mutilated book or theft; effective sanctions against those readers whose behavior is unacceptable. Jackson (1992) support the concept of policy formulation and implementation for the effective management of collection security breaches

### **Cause and Vulnerability of Libraries:**

Researcher identify some causes of Physical vulnerability in Libraries and weak point of library building in terms of theft by internal staff, user's dissatisfaction and unfamiliarity with library services, Short time period to issue and renew the books, Textbooks are not enough accordingly to student strength, windows, without grills, faulty emergency exits, computer rooms without technical staff, poor policies and procedures, lack of security strategies, inadequate loans and renewal periods, lack of security manuals, pressure to succeed in a high pressure academic environment seemed to motivate most theft and mutilation, misbehave by library staff with library users, untrained library staff & unfamiliar with proper security techniques, illiterate library security officer and change his point again and again, more than one exit of library as some of the causes of security breaches.

### **Objectives of the study:**

1. To identify the causes&vulnerabilities of theft and mutilation inLibrary
2. To suggest measure for minimizing/ eliminating theft and mutilation in libraries.

### **Research Methodology:**

A Survey was conducted over a period of 3 months in which cover reputed academic Institute / University located in Gandhinagar. For the purpose of the

research a structured questionnaire prepared which consist of 29 questions. There are two types of questions ordinal and binary in this questionnaire. This research studies is basically quantitative research. The tool of data collection was schedule questionnaire. The sample selection was done through random sampling. The sample unit was stratified through random sampling stratified. The source of data collection included primary sources like library professionals and secondary sources included articles, books, policy related to library security etc. There are 14 University/Institute in Gandhinagar. Among this universe sample the stratification was basis of diversity of institutions from Fashion technology to Disaster management, Law, Engineering, Research and training institute. On this basis of 9 Institutes/University were identify for sample selection within the territory limit of Gandhinagar. The stratification criteria also included the numbers of student 800 and above except 3 institutes UIAR, GIDM and URICM were student strength less than 500. As these institutes are primary engaged in administrative, research and training. Another criteria for data selection included numbers of books 10,000 and above, except 2 institutes GIDM and UIAR. For the purpose of this study 20 questionnaires were sent to the respondents (library professionals) for getting the response. For this response researcher used tool as Google doc and send the link to respondent through emails. 15 questionnaires received from the respondent.

### **Brief Profile of Institutions/Universities of Gandhinagar:**

Sr. No	Name of Institute	Year of establishment	Total students	Total Books	User visit in Month	Issue/Return in month
1	G.N.L.U.	2004	900	34000	15000	4100
2	P.D.P.U.	2007	4635	48600	5700	1745
3	N.I.F.T.	1995	800	10200	1200	400
4	D.A.I.I.C.T.	2004	1500	31000	-	-
5	I.I.T.G.	2008	1200	24000	-	-
6	K.S.V.	2007	25000	55520	1200	2500
7	U.I.A.R.	2005	300	800	250	230
8	G.I.D.M.	2014	60	1050	40	45
9	U.R.I.C.M.	1956	2060	10,115	200	125

Table 1

**Data Analysis:**

**In section – A:** ordinal questions responses researcher measure the scale like 1 -

Always, 2 – Very often, 3 – Often, 4 – not so often, 5- Never and respondent gave responses accordingly.

**Does your library dealt with illegal issues as below?**

Library Offense	Always	Very Often	Often	Not so Often	Never



Theft of library materials	13.3%	13.3%	13.3%	46.7%	13.3%
Mutilation or tearing out of pages	0%	26.7%	20%	33.3%	20%
Misplacement or book hiding	13.3%	13.3%	40%	20%	13.3%
Un authorized borrowing	13.3%	6.7%	26.7%	6.7%	46.7%
Not return of books	0%	13.3%	13.3%	53.3%	20%

Table 2

Table 2 Library offence: Display that maximum 46.7% highlighted that theft of library material is not so often, but mix responses are came for mutilation or tearing pages. For unauthorized borrowing high responses 46.7% for never, means it happens in some institutes but majority of institutes said never.

**For question “Causes for book theft and mutilation in your library responses are as below.**

Theft by Internal staff

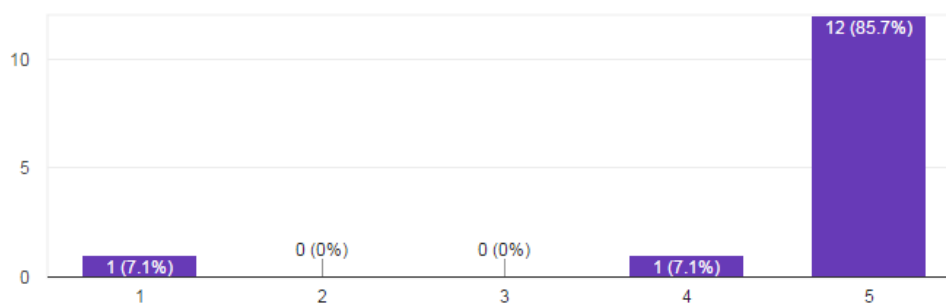


Figure 2.1

Figure 2.1 highlighted that 85.7% responses said never means theft by internal staff not happened in their institutes. It is very positive responses regarding to honesty of library staff.

#### User's dissatisfaction and unfamiliarity with library services

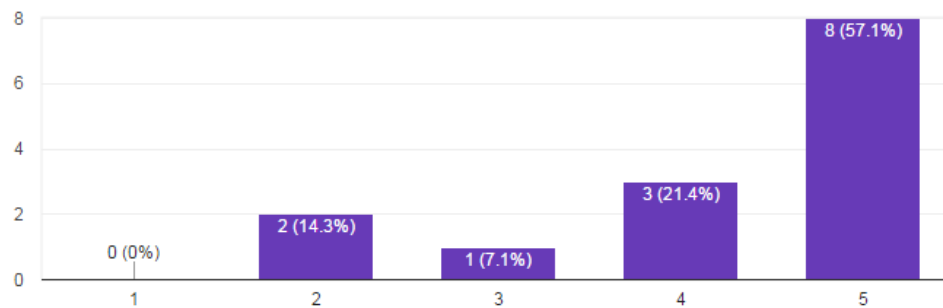


Figure 2.2

In Figure 2.2 also get 57.1% said never for user's dissatisfaction with library services means effective services is given by library staff and user are very satisfied so causes are very less to book theft.

#### Inadequate Loan and renewals Periods

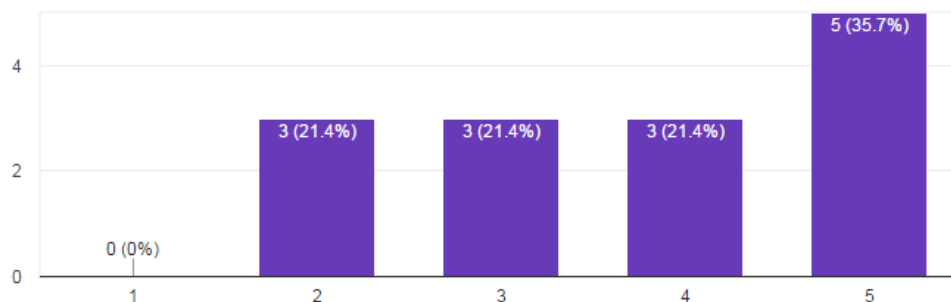


Figure 2.3

Figure 2.3 discloses mix responses for inadequate loan and renewal periods means user are not satisfied for period of loan and renewal for books. So it may be causes that user do not return book before due date or kept books with them for long time of period.

Textbooks are not enough accordingly to student strength

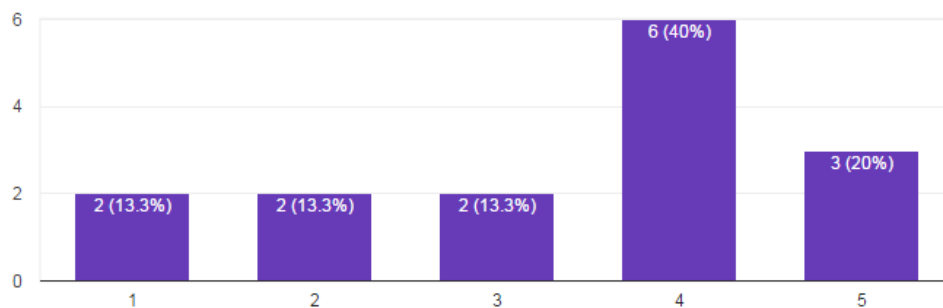


Figure 2.4

Figure 2.4 explain very clear that 40% for not so often means many institutes are not believe that enough books but rest of 40 % indicate in scale 1 to 3 means if books are not enough according to student strength there will be a chance for book theft and mutilation.

High pressure academic environment seemed to motivate most Theft & Mutilation

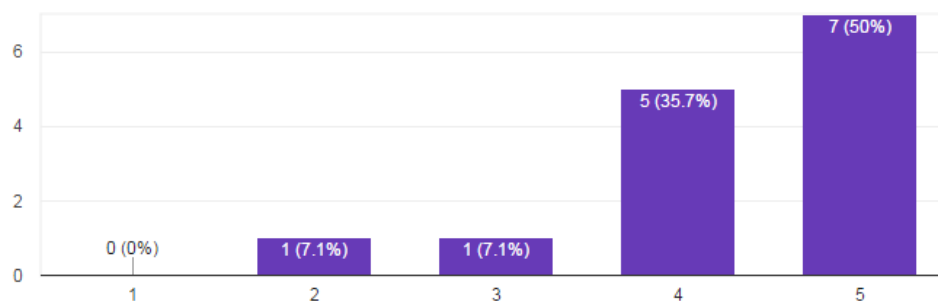


Figure 2.5

As Figure 2.5 reflected that 50% & 35.7% responses are not agreed with this causes that high pressure academic environment seemed to motivate theft in library.

**For question “Vulnerability for book theft and mutilation in your library responses are as below.**

Misbehave by Library staff with library users.

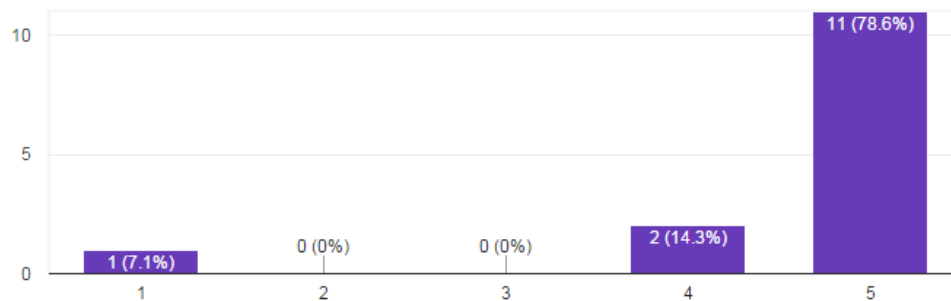


Figure 3.1

Figure 3.1 displays that 78.6% responses in scale 5, means in most of the institutes there is never misbehave by library staff with library users. It is also highlighted that in their library are well trained and communication skill is good. They know how to deal with patrons and any kind of misbehave done by library users.

### Unsecured windows

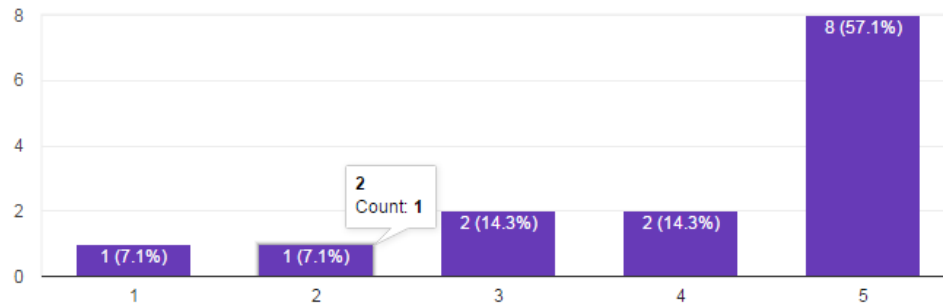


Figure 3.2

In figure 3.2 high value with 57.1% reflected that this institutions have secured windows. Otherwise this is very easy way for library users to throw books from window and take away from outside of library. This kind of practice they never catches in RFID gate.

### Multiple exits

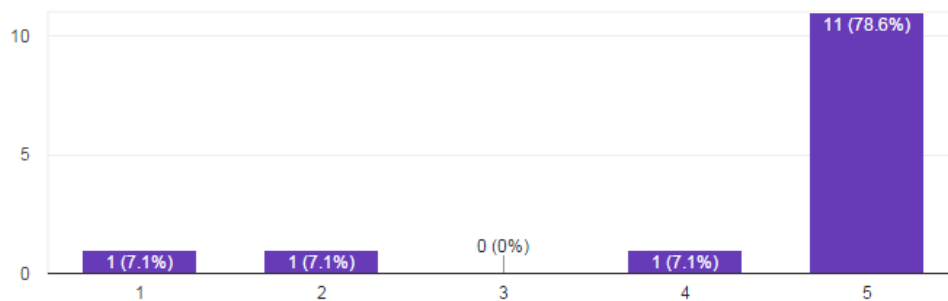


Figure 3.3

Figure 3.3 show that very high value 78.6% says never means these library are very secure because they operated entry or exit for library users with single door entry.

### Untrained Library staff & Unfamiliar with proper security techniques

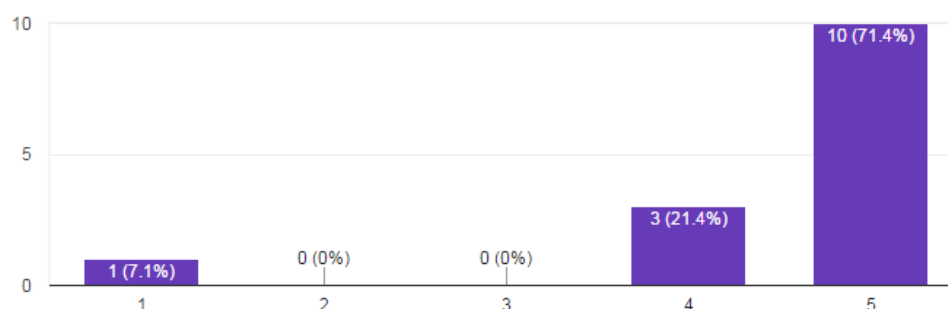


Figure 3.4

Figure 3.4 explained that they have trained staff and also they are very familiar with proper security techniques so they can prevent collection with using security tools.

### Point of Library security officer change again and again

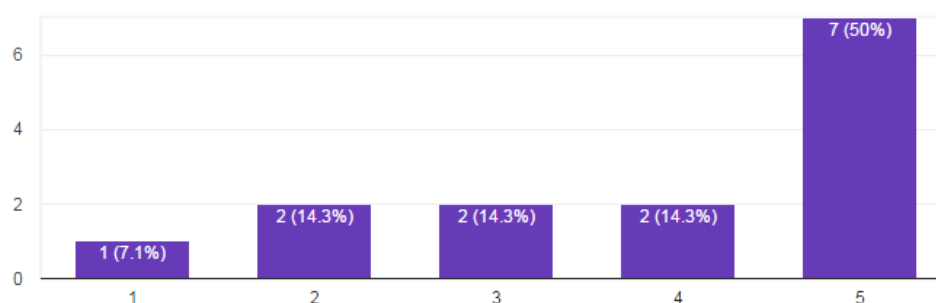


Figure 3.5

Figure 3.5 there is 50% responses indicate that most of the institutions have regular security officer and his point do not change again and again. But rest of 50% are in scale 1 to 4 means in their institutions point of library security officer change frequently so this kind of library on risk. Because dedicated library security officer are very familiar with library rules and regulation and they know

very well of their library collection through stamp and date slip or other material. They also know which patron can create problem of theft and who can create misconduct in library. If every day or week library security officer change it is very difficult to manage library.

### **Section B Binary Questions:**

**Does the library have policies against theft and mutilation if occurred in their library?**

And researcher draw response in figure no 4.1 to 4.5.

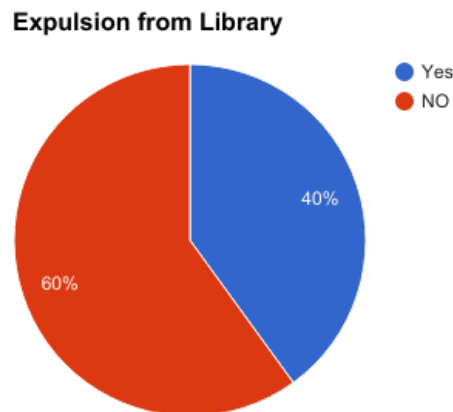


Figure 4.1: Expulsion from Library

In above figure 4.1 majority responses that is 60% that suggested expulsion from library which reflected that library take strict action against library users.

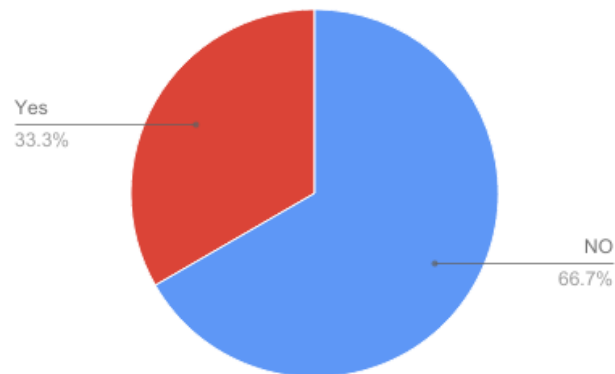
**Restricted user for semester or year**

Figure 4.2 Restricted User for Semester or year

As Figure 4.2 majority responses that is 66.7 % highlighted that strict action not taken by Library as far as semester expulsion is concern.

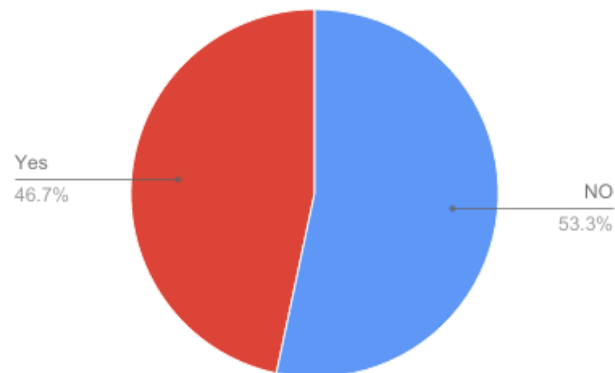
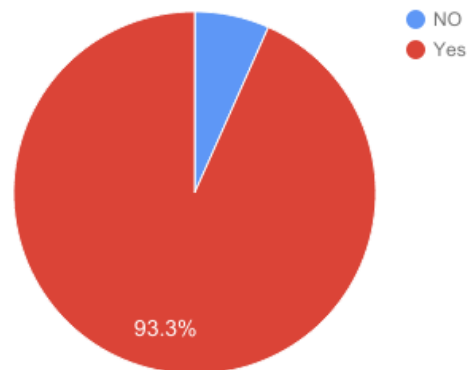
**Caution Money not refunded**

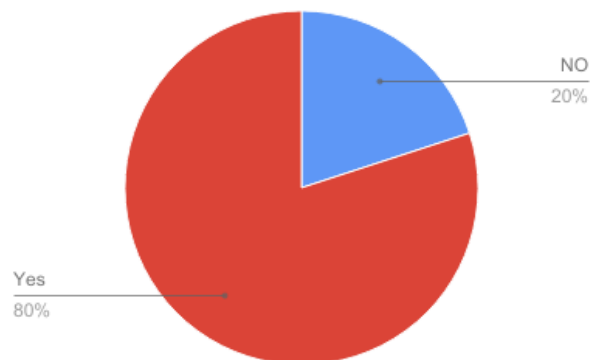
Figure 4.3 Caution Money not refunded

As Figure 4.3 the responses of this question is almost 50-50% hence conclusion is difficult to draw.



**Inform to Higher authority****Figure 4.4 Inform to Higher authority**

As Figure 4.4 very high response regarding information to higher authority of misbehave , misconduct of the students. It tells that timely information is given to higher authority.

**Charge for new book if mutilated by user****Figure 4.5 Charge for New book if mutilated by User**

As Figure 4.5 very high response reflects that library charge for new book if mutilated by library user. This suggests penalty provisions must be well in library rules and policies.

**What types of security measures are using in their library for safety and security in your library?**

Researcher draw response in figure no 5.1 to 5.9.

**Entry Register maintain for Library Users**

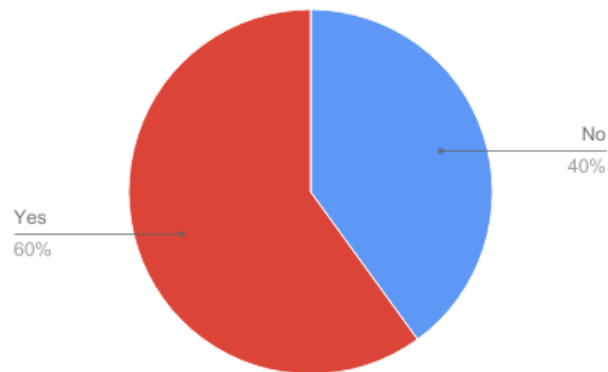


Figure 5.1 Entry Register maintain for Library Users

As Figure 5.1 responses almost 60-40% it suggest that entry registrar maintain by library which helps in tracking and identifying library users.

**Monitors, Cameras/ CCTV**

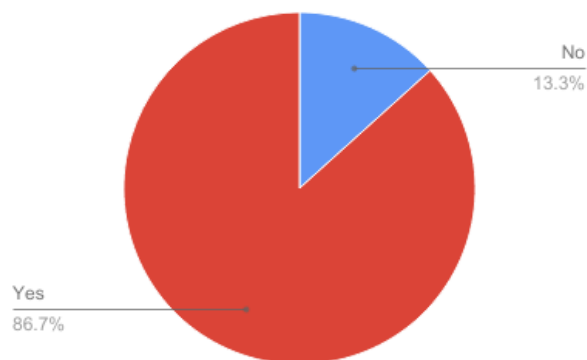
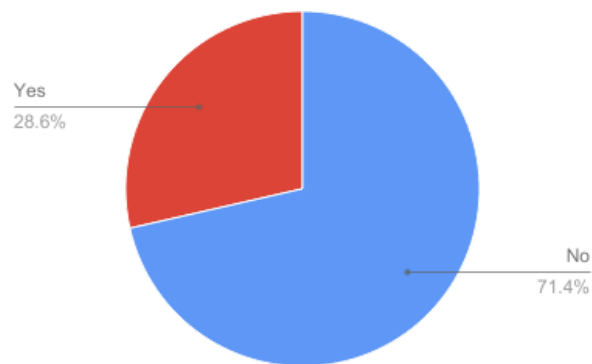


Figure 5.2 Monitors, Cameras / CCTV

As Figure 5.2 very high response as far as CCTC are concern in library, which conveys that security system is in place and Institutions invested in security system for upgrading library. CCTV cameras serve the dual purpose. On other hand they ensure the safety and security of library collection and library staff and on the other hand it helps to enforce discipline among the students

**RFID Gates and tags in Books**



**Figure 5.3 RFID Gates and tags in Books**

As Figure 5.3 only 28.5 % response positively for RFID which means that around 71.4% responses are in negative. The reason could be huge financial burden in the Library or Institute.

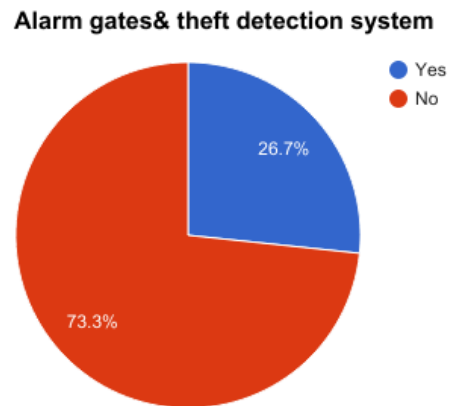


Figure 5.4 Alarm gates& theft detection system

As Figure 5.4 only 26.7 % response positively for Alarm gates & Theft detection system which means that 73.3 % responses are in negative. The reason here also could be huge financial burden on the library or institute and also correlative with responses on figure 5.3.

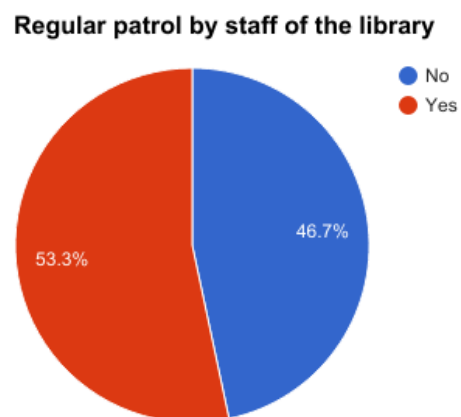


Figure 5.5 Regular patrol by staff of the library

As Figure 5.5 the mixed response of almost 46.7% – 53.3 % reflected that institutions have not significantly invested for allocating dedicated man power resources to library.

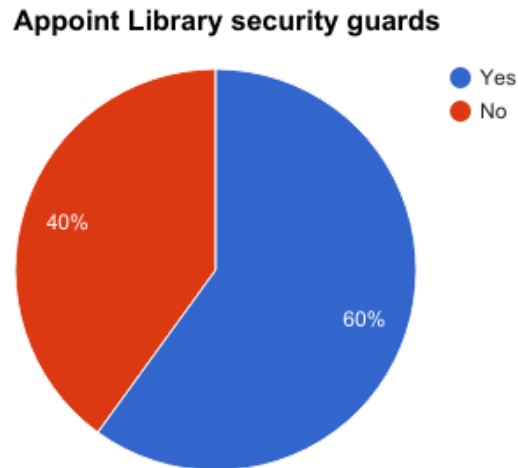


Figure 5.6 Appoint Library security guards

As Figure 5.6 the average response of 60% - 40 % reflects that there is less focus upon deploying man power. This could be co related with figure no 5.2 where in higher percentage of CCTV camera reduce the requirement of Library security guards.

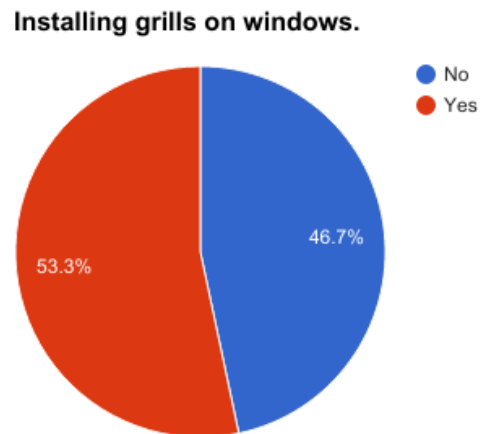


Figure 5.7 Installing grills on windows.

As figure 5.7 the average response highlight that physically security is less it also might be due to CCTC camera.

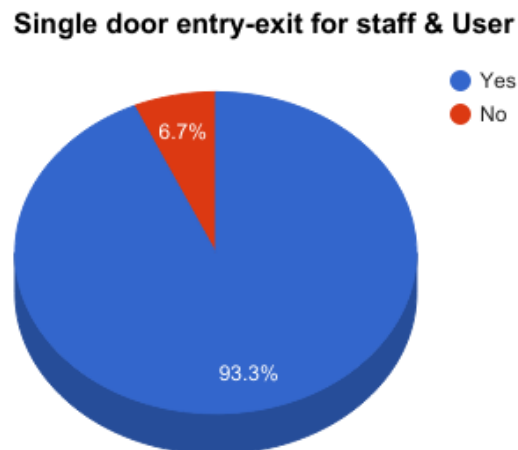


Figure 5.8 Single door entry-exit for staff & User

As Figure 5.8 very high response suggest single door entry – exit for staff & users must for library security and safety. The response is on expected lines.

### Regular stock verification should be taken

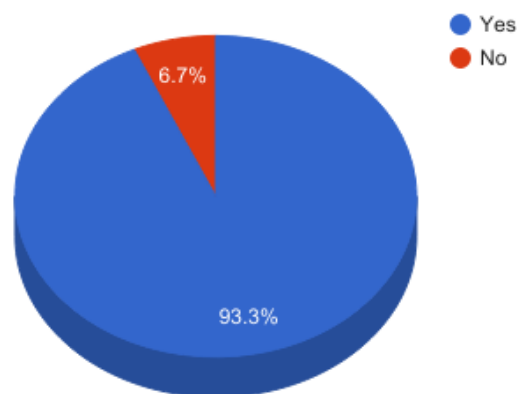


Figure 5.9 Regular stock verification should be taken

As Figure 5.9 very high response suggest that stock verification is on regular basis helps in detecting the numbers of missing and loss of books, which would eventually help in detecting theft & mutilation in Library.

### Conclusion:

The issue of library collection security in university libraries is an issue that needs serious and strategic attention. As per this research studies it is clearly that 71.4% out of 100% institutions do not have RFID technology. The possible reason could be high cost and high maintenance charges in RFID system. Henceforth RFID is not considered as one of the choice or option for library security. Library would prefer to augment their collection resources rather than having costly RFID system, there are other cheaper, convenient ways to manage library security as per the research studies output. CCTV can be recognized as cost effective device in

enforcing safety, security and maintain discipline in library. The library window must be having proper grill as research studies indicate that secure windows promotes safety and security in libraries. It has also been reflected in research studies that changing position or point of Library security guard quite often created challenges for library security. Therefore it is suggested the library security guard should be dedicated for Library and it is also observed multiple entries and exits create challenges for library security.

There should be policies and procedures establish and enforce to control theft, mutilation. The library policies should be made in consultation with all stakeholders including students. Once it is finalized through broad discussion with management, students and librarians than it should be circulated to all concerned, especially students. This student be oriented from the very beginning regarding library code, policies and rules and regulations. Such kind of awareness among the students would ensure that disciplined conduct is observed in library for curbing the threat of theft/mutilation/loss of books. It is equally important to stress upon the training, motivation and capacity development of library personnel or library staff. Both financial and motivational incentives are required to ensure dedicated support to library staff for tackling the problems of book theft/mutilation/loss.

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